



DEPARTMENT OF THE ARMY  
BROOKE ARMY MEDICAL CENTER  
FORT SAM HOUSTON, TEXAS 78234-6200

REPLY TO  
ATTENTION OF  
MCHE-TC (600-20)

15 April 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Consideration of Others (Policy Memorandum #7)

1. I fully support Consideration of Others. Consideration of Others is a small group facilitator led training tool that encourages team building in the workplace. Ideally the groups should be composed of 10-20 soldiers and/or DA civilians who work together. A facilitator should encourage discussion on relevant issues that will promote a healthy human relation's environment and/or promote military readiness. Training is required
2. Departments must designate key personnel to ensure that Consideration of Others is performed on a quarterly basis. Consideration of Others training reports will be submitted to training NCOs of the companies that the departments soldiers are assigned no later than seven days after the end of each quarter. The reports will detail the separate numbers of enlisted, officers trained, and civilians trained, in addition to the numbers of enlisted, officers, and civilians available for training. Departments are strongly encouraged to schedule their training during the first month of every quarter.
3. In order to assist with your training, I will designate a subject for each quarter. The subject will be determined with the input of senior leaders within the departments, the Troop Command Sergeant Major, company commanders, and the needs of the command. The BAMC Equal Opportunity Advisor will then prepare material for dissemination that will assist in the training of the Consideration of Others subject for that quarter.
4. Equal Opportunity Representatives (EORs) or facilitator trained soldiers or civilians should lead the Consideration of Others training. However, the lack of a trained facilitator should not be the sole reason for lack of training during a quarter. All departments should select and ensure that a soldier is trained as an EOR. Larger departments will need to have an appropriate number of EORs for their population.

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5. The BAMC Equal Opportunity Advisor, 916-9757, will be the proponent for Consideration of Others training within the command.

JAMES A. MUNDY  
LTC, MS  
Commanding

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